

**St. David's Episcopal Church  
Grants Committee for Community Outreach**

**2025 GRANT APPLICATION INSTRUCTIONS**

Saint David's Episcopal Church has a long history of serving people in need in the Austin community. The Grant Committee for Community Outreach (GCCO) administers and reviews applications for grants and makes funding recommendations to the church Vestry. Grants are \$10,000 each. The number of grants awarded will be decided by the Vestry.

**Focus Areas**

Grant proposals may be submitted for programs addressing at least one of the following focus areas:

- Poverty
- Homelessness
- Women & Families in Crisis

**Eligibility Requirements**

To be eligible for a St. David's GCCO grant, an applicant organization must:

1. Be located in Travis County, TX.
2. Have 501(c)(3) non-profit status from the IRS at the time of the application.
3. Have an average annual budget (over the last 3 years) of at least \$50 thousand dollars and not more than \$2 million dollars.
4. Not have received a GCCO grant for the past three years.
5. Meet all submission requirements and deadlines.

St. David's will not award grants for individuals, capital campaigns, schools, scholarships, sporting events, parent-teacher organizations, alumni groups, fraternities, sororities, or political groups.

**Evaluation Criteria**

When evaluating proposals, the GCCO will prioritize organizations that meet the following criteria:

1. Respond in a substantive way to a serious community need.
2. Bring about meaningful change in people's lives.
3. Promote economic mobility and racial justice in our community.
4. Demonstrate a history of sound management and fiscal responsibility.
5. Contribute to the community outreach goals of St. David's Church by providing volunteer opportunities for parishioners and/or by extending the church's reach into new areas of greater Austin.

## Elements of Grant Proposal

1. Cover letter (in .pdf or .doc format) sent to [grants@stdave.org](mailto:grants@stdave.org)
2. Completed Application Form (Google Doc)
3. If your organization advances to the short list of semi-finalists (mid-April), you will be asked to provide the following documents (in .pdf or .doc format) to the committee (**please do not submit with initial application**):
  - a. List of Board of Directors or governing body.
  - b. Proof of IRS 501(c)(3) non-profit status.
  - c. Most recent IRS form 990.
  - d. Most recent Statement of Activities (Income Statement).
  - e. Most recent Statement of Financial Position (Balance Sheet).
  - f. Most recent financial audit (including auditor's report and notes to financial statements) if available.
  - g. Annual Report if available.

## Timeline for 2025

- **February 3.** Links to Application Form (Google doc) and Grant Proposal Instructions (PDF) posted on the Community Engagement page of the St. David's Website.
- **March 7.** Completed Application Form and Cover Letter due by 12 noon.
- **March through May.** Grant applications are reviewed by the GCCO. Follow-up visits, either on site or by Zoom will be conducted with finalists.
- **June.** Grant Recipients will be notified, and awards made after the June meeting of the St. David's Vestry.
- **September.** Public awards presentation at St. David's Episcopal Church.
- **June 2026.** Organizations receiving 2025 GCCO Grants must commit to using the funds within one year of receipt, and to supply St. David's with a report on how the funds have been used.

Questions about St. David's GCCO program or application process should be directed to Jess Chapin at [grants@stdave.org](mailto:grants@stdave.org)